



Site Development Technical Subdivision Plan Review Checklist

This checklist should be used as a guide in the preparation of site development plans for review. The requirements referred to on the checklist can be found within the City's Zoning Code and Technical Design Manuals. You can find the Zoning Code on the Internet at www.chandleraz.gov.

Instructions:

- Complete the application information below.
- Submit the checklist with the site development plans. Include all items on the first submittal.
- Submit the landscape plans with the 2nd review of the civil grading plans.

If you require assistance in completing this checklist, please call:

_____ at 480-782-_____

Please note: if the applicable items are addressed, review time and corrections required for resubmittal will be reduced.

Please return this checklist and redlines with the next plan submittal.

Applicant Information

Project:		
Address:		
Name of Firm:		
Contact Person:		Phone No:

For City Use		
Reviewed By:		Date:
Preliminary Review No:		
Site Plan No:		
Zoning Case No:		
Engineering Folder No:		
Comments:		

Item	Requirement	Comments
1.	Boundary of property must be dimensioned. See Section 35-1901 <i>Existing data</i> (3), Zoning Code.	
2.	Show scale of drawing and north arrow. See Section 35-1901 <i>Existing data</i> (4), Zoning Code.	
3.	Show all improvements to streets or alleys on civil and site plans. See Section 35-1901 <i>Proposed improvements</i> (1), Zoning Code.	
4.	Designate refuse enclosure locations and detail per City of Chandler Standard Detail. Include elevations and specify all materials and colors for enclosures and solid screening gates. See Sections 35-1901 <i>Proposed improvements</i> (7), and 35-1902(6)/(b), Zoning Code.	
5.	Show location and width of driveways on civil and site plans. See Section 35-1901 <i>Proposed improvements</i> (4), Zoning Code.	

Item	Requirement	Comments
6.	Show location and submit details, elevations and sections of all required sound walls adjacent to freeways per ADOT standards. Indicate all colors and materials. Submit a sound analysis study.	
7.	Provide for adequate, safe and convenient pedestrian circulation to and from parking lots, amenities and throughout development. Ramp all walks per ADA. See Sections 35-1902(4)/(c) and 35-1803(3), Zoning Code.	
8.	Water features are allowed only within small-scale pedestrian oriented places, unless serviced with reclaimed water or part of a publicly oriented outdoor recreation facility. Designs, which reduce evaporation, e.g., cascading rather than vertical spray, are required. See Section 35-1903(6)/(e), Zoning Code.	
9.	Submit details of all walls and gates. Fence construction shall not feature wood as the primary element. Provide wall details, sections and elevations. Indicate all colors and materials proposed. On perimeter fencing indicate finish grade and top of wall elevations. See Section 35-2204(8)/(6)/2, Zoning Code.	
10.	Show 6' meandering sidewalk on arterial streets and 4' or as represented in zoning exhibits on local streets. See Section 35-1902(8)/(b)/2, Zoning Code.	
11.	Submit phasing plans; show phase lines on site plan, landscape plan and civil plans. See Section 35-1904, Zoning Code.	
	Place the following note on site, landscaping and civil plans:	
	All site improvements, including landscape and site cleanup, must be completed prior to Certificate of Occupancy for any building within a phase.	

Item	Requirement	Comments
Site Plan Comments		
12.	Show required setbacks from future right-of-way and property lines. See Section 35-1902(4)/(a)/2, Zoning Code.	
13.	Maximum percentage of lot coverage is being exceeded (see specific zoning district). See Section 35-1706(5), Zoning Code.	
Parking Standards		
14.	Minimum parking space size of 9' x 19' (may be 9' x 16.5' if car overhang does not protrude into required building or landscape setbacks or into ADA width of sidewalks). Provide dimensions on the site plan. See Section 35-1802(1), Zoning Code	
15.	Minimum driveway width is 24' for two-way drives and 14' for one-way drives (if drive is a required fire lane, width must be 20'). Provide dimensions on site plan. See Section 35-1802(2), Zoning Code.	
16.	All drives must be a minimum of 10' from interior property lines. See Section 35-1802(2), Zoning Code.	
17.	All drives must be a minimum of 20' in length within property lines. See Section 35-1802(4), Zoning Code.	
18.	Parking lot surface must be concrete masonry or asphalt. See Section 35-1802(5), Zoning Code.	
19.	The number of parking spaces must comply with Section 35-1804, Zoning Code. Provide parking calculations on site plan. List required number of spaces and number of spaces provided, including number of ADA spaces.	

Item	Requirement	Comments
20.	Parking lots must be set back 20' minimum from street side property lines (setback is to the front overhang of the vehicle). See Section 35-1902(4)/(a)/1/b, Zoning Code.	
21.	Parking areas must be screened from public or street view by a decorative masonry wall(s) and earth berm(s) 30"-42" in height. Provide top of wall elevations, adjacent grade, and paving elevations. Provide horizontal and vertical variation in wall sections exceeding 80' in length. Provide details and elevations of screen walls. See Sections 35-1903(6)/(c)/8 and 35-1902(4)/(e), Zoning Code.	
22.	Six-inch concrete curbing is required around perimeter of parking and drives to protect landscaping, control vehicular circulation and storm water flow. See Section 35-1803(2), Zoning Code.	
23.	Wheel stops/curbing must be installed to prevent damage to property or persons, i.e., adjacent to walls, equipment, etc. See Section 35-1803(2), Zoning Code.	
24.	Show location and dimensions of handicapped parking ramps and signage installed per ANSI and ADA standards, and City of Chandler Details No. C-611 and C-612. Also, provide for van spaces. Include city ordinance number on the sign (City Ordinance No. 848). Provide detail on plans.	
Engineering - Grading Standards		
25.	Show existing street name(s), right-of-way widths, curbs, gutters, sidewalks, paving and driveways. See Section 35-1901 <i>Existing data</i> (7), Zoning Code.	
26.	Show existing alley(s), right-of-way width and type of improvement (e.g., gravel, dirt, paved). See Section 35-1901 <i>Existing data</i> (8), Zoning Code.	
27.	Show location of existing ditches, canals, fences,	

Item	Requirement	Comments
	easements (width and use) or other physical structures on or adjacent to property. Ditches and canals must be undergrounded or abandoned. See Sections 35-1901 <i>Existing data</i> (11) and 48-12.12, City Code.	
28.	Show location of existing overhead and underground utilities serving property. See Section 35-1901 <i>Existing data</i> (10), Zoning Code.	
29.	Submit copy of right-of-way dedications, coordinate with civil reviewer if required. See Section 35-1901 <i>Proposed improvements</i> (2), Zoning Code.	
30.	Show location, size and type of all proposed gas, telephone, electric, water and sewer lines and fire hydrants. See Section 1901, <i>Proposed improvements</i> (3), Zoning Code.	
31.	Specify finish elevations for paved areas; show contour lines of retention areas, and bermed areas. Indicate finish floor elevations. Show contours on both grading and landscape plans. See Section 35-1901, <i>Proposed improvements</i> (9), Zoning Code.	
32.	<p>Street frontage areas must be graded to “natural and pleasing” ground forms:</p> <ul style="list-style-type: none"> ▪ Soil excavated for retention basins must be used to create complimentary earth mounds. Height of earth berms shall be measured from adjacent street curb elevation. ▪ Earth mounds, natural and pleasing in size and shape, with a maximum slope of 4:1, shall be located and designed to minimize street views into retention basins. Future buildout of street improvements must be considered in berm design so that improvements do not result in removal of required berms. ▪ Storm water retention is prohibited against retaining walls when adjacent to a street/right-of-way. Retention basins shall be designed to appear natural and pleasing, avoiding rectangular shapes or straight 	

Item	Requirement	Comments
	<p>side slopes.</p> <p>See Section 35-1903(b)/(c)/(9), Zoning Code.</p> <p>Building Standards</p> <p>33. Design quality must be commensurate with the neighborhood and as prescribed in the <i>Chandler Comprehensive Plan</i>. Submit two sets of 8½" x 11" color chip sheets and specify all colors and materials on building elevations and perimeter wall details. (These sheets are for filing and inspection – do not submit on foam boards. Colored copies are permitted.) See Section 35-1902(5)/(a), Zoning Code.</p> <p>34. Large building masses on street frontage are not allowed. See Section 35-1902(5)/(b), Zoning Code.</p> <p>35. Show all mechanical equipment and appurtenances on all building sections and elevations indicating dimensions and screening. Equipment must be concealed and/or screened from view as an integral part of the building. Parapets are acceptable for screening, provided the height shall equal or exceed the highest point of the mechanical equipment. See Section 35-1902(5)/(c), Zoning Code.</p> <p>Place the following note on site and building elevation plans:</p> <p>All roof mounted mechanical equipment shall be fully screened by parapet walls equal to, or greater than, the highest point on the mechanical equipment.</p> <p>Solid masonry walls and gates equal to, or greater than, the highest point on the mechanical equipment shall screen all ground mounted mechanical equipment.</p> <p>36. Maximum building heights (see specified zoning district). No building height may exceed 45' unless approved through the PAD process. See Section 35-1706(5),</p>	

Item	Requirement	Comments
	Zoning Code.	
37.	<p>Submit catalog cut sheets for all outdoor lighting showing lighting directed downward and inward without trespass onto adjacent property. Show location of security/area lights in the open space and streetlights on lighting and landscape plans. Submit electrical plans and details.</p> <p>Add the following note on electrical plans:</p> <p>All external lighting shall be located and designed to prevent rays from being directed off of the property upon which the lighting is located</p> <p>Landscape Standards</p> <p>38. Minimum scale is 1" = 30' with a maximum sheet size of 30" x 42". See Section 35-1903(4), Zoning Code.</p> <p>39. Show building footprints, roof overhangs, walkways, parking surfaces and vehicular overhang lines, property lines, right-of-way lines, easement lines and sight distance lines. All trees within the line of sight will maintain a canopy height of 6' above curb elevation. All shrubs in this area may not reach a mature height over 24". Note this on plans if plants are to remain in sight distance area. (City Standard Details No. C-246 and C-247). See Sections 35-1903(6)/(b)/1 and 35-2204(5), Zoning Code.</p> <p>40. Include calculations listing square footage and percent of total site of all site elements, including building footprints, parking and landscape area. Also list subcategories of turf, shrubs/ground cover, and inorganic materials. See Section 35-1903(4)/(b), Zoning Code.</p> <p>41. Show the location of existing and proposed plant materials on landscape plan. Section 35-1903 (4)/(c), Zoning Code.</p> <p>42. Minimum plant sizes are:</p>	

Item	Requirement	Comments
	<ul style="list-style-type: none"> ▪ Trees - 15 gallon (50%); 24" box (50%). ▪ Shrubs - 5 gallon. ▪ Ground cover - 1 gallon. ▪ Vines - 1 gallon. ▪ Annuals - 4" pots or flats. <p>See Section 35-1903(6)/(a)/3, Zoning Code.</p>	
43.	<p>Include plant schedule specifying graphic symbol, botanical and common names, planting size, number of plants and on-center spacing on each landscape sheet. See Section 35-1903(4)/(d), Zoning Code.</p>	
44.	<p>Note on landscape plan: Include a minimum 60-day landscape guarantee:</p> <p>All plant materials are guaranteed for a minimum period of 60 days from the date of final approval by the City. Any plant materials, which are not approved by the City prior to October 1 of the calendar year in which they are installed, shall be further guaranteed until May 20 of the following calendar year.</p> <p>Trees, shrubs, vines, ground cover and turf that have to be replaced under terms of the guarantee, shall be guaranteed for an additional 60 days from the date of replacement.</p> <p>All plant materials must be maintained in health and vigor and be allowed to attain natural size and shape in accordance with the originally approved landscape plan.</p> <p>See Section 35-1902(6)/(h), Zoning Code.</p>	
45.	<p>Note the minimum caliper sizes and tree heights on the plant legend:</p> <p>All trees shall comply with the latest amended edition of the <i>Arizona Nursery Association</i> –</p>	

Item	Requirement	Comments
	<p><i>Recommended Tree Specifications.</i></p> <p>See Section 35-1903(6)/(a), Zoning Code.</p> <p>46. Specify all portions of the development site (including future building pads) not occupied by buildings, paved improvements and required landscaping to receive a minimum 2" inorganic ground cover (e.g., decomposed granite, river rock, etc.).</p> <p>Note on the landscape plan the granite size, color, and 2" depth.</p> <p>See Section 35-1903(6)/(j)/5, Zoning Code.</p> <p>47. Include a permanent automatic underground irrigation system plan showing locations of controller, existing or proposed meter, reduced pressure backflow preventer, water lines, heads, details, pressure loss calculations and materials schedule on each sheet. Design per the <i>Minimum Standards for Landscape Irrigation</i> as amended by staff technical supplements. See Section 35-1903(12), Zoning Code.</p> <p>48. Provide dimensions showing backflow preventer within 6" of meter (City Standard Detail No. C-311). Show dimension on detail.</p> <p>49. All turf areas equal to or greater than 5 acres in size shall be watered exclusively with reclaimed water when reclaimed water is available in the arterial street. All infrastructure needed to accept reclaimed water when it is available in the arterial street shall be installed as a part of the development. When effluent is used, all turf areas equal to or greater than 5 acres in size shall be over-seeded with a winter lawn. See Section 35-1903(6), Zoning Code.</p> <p>50. Include the Reclaimed Water Notes on landscape/irrigation plans when using effluent water.</p> <p>51. Comply with <i>Landscape Design Guidelines</i> (see Sections 35-1903(6) and 35-1903.1 Zoning Code).</p>	

Item	Requirement	Comments
	<p>Use only those plants on the “Low Water Use Plant List” (except when reclaimed water is used). (Including model home complex).</p> <ul style="list-style-type: none"> ▪ Select a 60% dominant tree and shrub species. ▪ Mass trees and shrubs into groups of 3 or more plants, unless superseded by other standards. ▪ Shrub spacing should be sufficient to allow plants to reach their natural mature size and form. ▪ Any plant material species may be used if irrigated by a reclaimed water source. <p>See Section 35-1903, Zoning Code.</p>	
52.	In single and multi-family common open space and/or retention basins, provide 1 tree and 6 shrubs (5-gallon size) per 1000 square feet plus shrub and ground coverage of 50% of total area. See Section 35-1903 (6)(c)/1/a, Zoning Code.	
53.	In single and multi-family arterial and collector street rights-of-way, provide 1 tree and 6 shrubs (5-gallon size) per 30 lineal feet plus shrub and ground coverage of 50% of total area. See Section 35-1903(6)/(c)/1/b, Zoning Code.	
54.	<p>Place the following note on the landscape plan:</p> <p>Parking lot trees must have a minimum clear canopy distance of 5'.</p> <p>See Section 35-1903(6)/(c)/(4), Zoning Code.</p>	
55.	Front yard/street rights-of-way along 20-foot setback areas must include 1 tree and 6 shrubs (5-gallon size) per 30 lineal feet plus shrub and ground coverage of 50% of area. See Section 35-1903(6)/(c)/5/a, Zoning Code.	
56.	Masonry, concrete, wood, or steel headers shall separate areas surfaced with different materials (e.g., lawn and decomposed granite). Steel headers may not be used to edge turf areas within residential or recreational projects.	

Item	Requirement	Comments												
	See Section 35-1903(6)/(c)/10, Zoning Code.													
57.	Submit details of all amenities such as tot lots, ramadas, seating areas, etc. and show location of all amenities. Ramadas, open space lighting, walls over 6' and retaining walls over 4' require a separate permit. Submit cut sheets for all amenities. See Section 35-1902(7)/(c), Zoning Code.													
58.	Place the following note on the landscape plan: Finish grade of landscape areas (top of turf or D.G.) must be graded to 1½" below concrete or other paved surfaces. See Section 35-1903(6)/(c)/11, Zoning Code.													
59.	No turf is allowed within rights-of-way unless effluent is being used; then it is allowed to back of sidewalk. Turf permitted as a percent of the total landscape area on site is as follows: <table><tr><td>Commercial/Office/Institutional</td><td>10%</td></tr><tr><td>Industrial</td><td>10%</td></tr><tr><td>Multi-family</td><td>40%</td></tr><tr><td>Common open space/retention basins</td><td>40%</td></tr><tr><td>Effluent water use</td><td>100%</td></tr><tr><td>Parks, schools, golf courses and cemeteries</td><td>No limitation</td></tr></table> See Section 35-1903(12)/(d), Zoning Code.	Commercial/Office/Institutional	10%	Industrial	10%	Multi-family	40%	Common open space/retention basins	40%	Effluent water use	100%	Parks, schools, golf courses and cemeteries	No limitation	
Commercial/Office/Institutional	10%													
Industrial	10%													
Multi-family	40%													
Common open space/retention basins	40%													
Effluent water use	100%													
Parks, schools, golf courses and cemeteries	No limitation													
60.	Place the following note on the landscape plans: Trees must be placed a minimum of 5' from sidewalks, public accessways. Shrubs must be, at maturity, 3' from all sides of a fire hydrant. Indicate hydrant locations on the landscape plans. See Section 35-1902(6)/(11), Zoning Code.													

Item	Requirement	Comments
61.	Building structures: Foundation planting shall be provided at walkways adjacent to buildings and planters up to building edge, where appropriate. See Section 35-1903(6)/(b)/4, Zoning Code.	
62.	Cacti and succulents are limited to a maximum of 50% of the required shrub material. See Section 35-1902 (6)/i/(7), Zoning Code.	
63.	<p>Include the following certification on the landscape plan cover sheet:</p> <p>I hereby certify that no tree or boulder is designed closer than six (6) feet to the face of public street curb.</p> <hr/> <p>Registered Landscape Architect Date</p>	
64.	Submit separate landscape and irrigation plans for median designed per <i>Landscape and Irrigation Design of Right-of-Ways, Retention Basins, and Parks - Technical Design Manual #8</i> . See Section 35-1903.1 Zoning Code.	
65.	Show overhead and underground utility locations on landscape plan and contact the appropriate utility for acceptable plant material species and locations. Indicate location of electrical transformers. See Section 35-1901 <i>Existing data</i> (10), Zoning Code.	
66.	Comply with <i>Ray Road Streetscape Standards</i> , if applicable. See <i>Ray Road Streetscape Standards</i> handout.	
67.	Note type of erosion control being used in drainage ways.	
68.	Model home complex requires an Administrative Use Permit. See Sections 35-306 and 35-1903(6)/(f), Zoning Code.	

Item	Requirement	Comments
69.	<p>Place the following note on the landscape plan:</p> <p>Maintenance of all common areas/tracts is the responsibility of the homeowner association.</p> <p>See Section 35-1903(6)/(g), Zoning Code.</p> <p>Sign Standards</p>	
70.	<p>Submit subdivision sign package specifying the location, architectural design and materials of all freestanding and wall signs. Also show wall and freestanding sign location on landscape plans and site plan. See Chapter 39, Sign Code.</p> <p>Place the following note on site plan and building elevations:</p> <p>Signs require separate permit.</p> <p>Place the following note on landscape and site plans:</p> <p>There shall be no obstruction of site signage by landscape plant material, and that such must be relocated/corrected before the field inspection will accept/pass the sign in the field or issue a Certificate of Occupancy for a project.</p> <p>Miscellaneous Comments</p>	
71.	<p>Outside RV storage areas require screening with a 6' masonry wall with solid gates. See Section 35-1902(6)/(a), Zoning Code.</p>	
72.	<p>Screening shall be architecturally integrated for the service entrance section (SES) and all utilities, all ground-mounted equipment shall be screened from public view by a concrete or masonry wall, or landscaping equal to or greater in height than the height of the mechanical equipment. Section 35-1902 (8)/(e)/13, Zoning Code.</p>	

Item	Requirement	Comments
73.	All transformer boxes, meter panels and electric equipment, back-flow devices and any other utility equipment, not able to be screened by landscaping or walls shall be painted to match the building color. Section 35-1902(8)/(e)/14, Zoning Code.	
74.	Any roof access ladders shall be located inside the building. Roof drainage shall utilize interior roof drains or be architecturally integrated into the building design. Architecturally integrated roof drains shall require additional articulation beyond paint accents. Section 35-1902(8)/(e)/15, Zoning Code.	
75.	Note requirements, if applicable, of the Airport Impact Overlay District (Section 35-3000), Zoning Code.	
76.	Submit redlines with corrected plans. Include architectural site plan, grading and drainage, landscape and irrigation plans, architectural building elevations and any other information or details needed to demonstrate compliance with codes. Also include a narrative explaining method of compliance.	